



**U.S. Department of  
Transportation**

Office of the Secretary  
of Transportation

**ORDER**

DOT 1950.1B

2-2-84

**Subject: REPORTS ON NON-DEFENSE TRANSPORTATION EMERGENCIES**

1. PURPOSE. To establish a system of initial and subsequent reports to the Secretary covering non-defense transportation emergencies.
2. CANCELLATION. DOT 1950.1A, "Reports on Non-Defense Transportation Emergencies," 8-29-79 is cancelled.
3. SCOPE. The provisions of this Order apply to the Office of the Secretary (OST) and the operating administrations of the Department. In view of the provisions of Section 4(a) of the Department of Transportation Act, these procedures are additionally issued for information to the Federal Transportation Operating and Support Agencies external to the Department, i.e., Civil Aeronautics Board (CAB); the Interstate Commerce Commission (ICC); the National Oceanic and Atmospheric Administration (NOAA) of the Department of Commerce (DOC); the U.S. Army Corps of Engineers (Civil Works) (COE/CW); and the Tennessee Valley Authority (TVA). All of these external agencies are requested to participate in the system described below.
4. REFERENCES.
  - a. PL 89-670, "The Department of Transportation Act."
  - b. PL 81-774, "Defense Production Act of 1950," as amended.
  - c. PL 93-288, "Disaster Relief Act of 1974," as amended.
  - d. DOT Order 1100.29E, 7-2-80, "Regional Emergency Transportation Coordinator and Representative."
5. BACKGROUND. The Department of Transportation Act, Reference a, vests responsibility for Federal leadership in transportation matters, including national and regional emergencies, with the Secretary of Transportation. Operations in these emergencies are usually carried out by field units of the operating administrations of the Department of Transportation (DOT) and the Federal transportation operating and support agencies external to the Department, based on local need and established support agreements. These operations will be as provided pursuant to References b through d and other statutes and Executive Orders having disaster and emergency relief provisions. Coordination of the emergency activities of the several Federal Transportation Agencies will be the responsibility of the Secretary. However, such coordination can be affected best at the location of the emergency. All agencies, except the CAB, have field staffs capable of dealing with such events and reporting to agency heads. By agreement with DOT, CAB responsibilities in the field will be performed by the Federal Aviation Administration (FAA). DOT has established Regional Emergency Transportation Coordinators (RETCO) as representatives of the Secretary for civil emergency preparedness matters in each Federal Standard Region and Alaska. Direct channels of communication exist from agency representatives to their administrators and thence to the Secretary. Similarly, direct channels are required from the Federal Transportation Agency Field Representatives to the RETCO, and on

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7. NON-DEFENSE TRANSPORTATION EMERGENCY. A non-defense transportation emergency is an emergency condition in civil transportation in which any of the following conditions exist:
  - a. Whenever determined by the President under the provision of References b or c, above, or other Executive action, when transportation resources are involved.
  - b. When there is a loss, or threat of loss, of a significant portion of the transportation capacity of the United States, or of a relatively large geographical area.
  - c. When circumstances place unusual requirements on the nation's transportation systems such that the capacity of the whole system or a significant portion thereof may be exceeded.
  - d. When there is a need for unusually rapid response, or a need for accommodating unusually heavy transportation requirements, or both, on the part of the transportation system, or a large portion of it, to assist in the prevention of loss of life, relief of suffering, or prevention of property damage.
  - e. Whenever a transportation incident or accident occurs which interrupts service on two or more modes of transportation, involving loss of life, extensive property damage, or the presence of hazardous materials which could seriously threaten life or property. Note that non-defense transportation emergencies as described above involving only one mode are to be reported by the regional Modal Administrator or USCG District Commander with primary interest in accordance with their agency directives.
  
8. RETCO REPORTS.
  - a. Initial Reports From RETCOs. Initial notification of an emergency should be made by the fastest means available to the Office of Emergency Transportation (OET). It should contain the following items:
    - (1) Originator,
    - (2) Addressee,
    - (3) Nature of emergency and estimate of effect on system.
    - (4) Actions taken,
    - (5) Actions planned, and
    - (6) Additional requirements.
  
  - b. Situation Reports. The reports succeeding the initial report are identified as Situation Reports. Generally, these will be 24-hour reports, although they may be called for more frequently. They should be submitted to OET whenever there is a significant change in the situation or significant additional information becomes available. Unless other frequency is required, reports shall cover the 24-hour period ending at the close of business of the day being reported and shall be

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